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1971

Ragland, G. R., Head Department of Sociology, June 1971

Prairie View A&M College

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June 29, 1971

Dr. G. R. Ragland, Director
Records and Reports
Campus

Dear Dr. Ragland:

Thank you for sending me a copy of your letter of June 21 concerning the lag in our practice of having department heads request service courses of schools and departments and these requests be coordinated in the schedule of classes for each semester of each term.

I am sending a note to Dean A. J. McNeil reminding him that this practice is to be continued as it is indeed in excellent tone and surely should be continued.

Again, I am deeply appreciative of your thoughtfulness in bringing this matter to my attention.

Very truly yours,

Alvin I. Thomas
President

AIT/maw

cc: Dr. A. J. McNeil

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 21, 1971

Department of
SOCIOLOGY AND SOCIAL SERVICE



Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Dear Dr. Thomas:

The attached copy of a letter to Dr. W. W. Clem calls attention to hardships caused by the fact that in the last several years there has been a failure in continuing a practice that had merit. A suggestion from you to the Academic Deans that a policy covering the situations presented in the letter will be appreciated. A policy will contribute to a smoother operation of the College.

Yours truly,

A handwritten signature in dark ink, appearing to read "G. R. Ragland".

G. R. Ragland, Head
Department of Sociology

GRR/elg

Attachment

June 21, 1971

Dr. W. W. Clem, Dean
School of Arts and Sciences
Campus

Dear Dr. Clem:

At one time it was the procedure at the College that the Dean of a School would make a written request for a course to be offered by another School or Department in the event the course was wanted at a special time or if the course was to be offered under unusual circumstances. This practice has been ignored in recent times.

The week of Freshman Orientation last fall, I was told by the Dean of the School of Nursing that the Department of Sociology was to offer a course in Houston for the students enrolled in nursing. This was my first knowledge of the situation. The result was that one member of my faculty carried a teaching load of eighteen hours including teaching the course in Houston. In addition, the Dean of Nursing was uncooperative regarding defraying travel costs from her budget. Our budget absorbed the unanticipated expenditure.

Two years ago, in the Month of August I was told by the Director of The Teacher Corp that this Department was scheduled to offer two courses the first semester for persons enrolled in that program. Consequently, it was necessary for me to offer to teach two graduate courses and two undergraduate.

On Friday of last week, as a result of my knowledge that Dr. Starling's proposal for the training of junior college administrators had been funded, and of my awareness of previous situations, I asked him if he was planning for the Department of Sociology to offer a course in September. His answer was in the affirmative. I strongly believe if I had not raised the question, I would not have been informed until the last minute.

(continued)

Dr. W. W. Clem, Dean
Page 2
June 21, 1971

This letter is to ask that you do what you deem appropriate in reactivating the procedure mentioned in the first paragraph of this letter.

With wishes for your successful efforts, I am

Yours truly,

G. R. Ragland, Head
Department of Sociology

GRR/elg

CC: Dr. Alvin I. Thomas
Dr. Alvin J. McNeil

June 23, 1971

Dr. G. R. Ragland, Director
Records and Reports
Campus

Dear Dr. Ragland:

Enclosed is a copy of a letter from Mr. James Joiner. I shall be pleased if you would respond to his correspondence.

May I encourage you not to delay in answering this letter so that they will have the information at the earliest possible date.

Please send me a copy of your reply.

Very truly yours,

Alvin I. Thomas
President

AIT/maw

Enclosure

PEACE CORPS

Washington, D. C. 20525

June 14, 1971

Dr. A.I. Thomas
Prairie View A & M College
Prairie View, Texas 77445

Dear Dr. Thomas:

Peace Corps has recently developed a new concept in programming which is called the Minority Intern Program. This program is being developed to increase the opportunities for Americans from minority backgrounds to participate as Volunteers in Peace Corps projects throughout the world. A new office and staff position have been created to administrate the development of these programs and to create a deeper knowledge of the resources and interests of Black colleges and universities throughout the U.S. I have been appointed as the Coordinator for Minority Intern Programs in the Division of Intern Programs.

The purpose of this letter is to introduce myself and to ask your help in developing a more complete file on your institution in our Resource File here in Washington. In the past, decisions have been made on inadequate knowledge of the resources, interests and special problems of the Black educational institution. In developing a Resource File on Black colleges and universities we will insure that we will be drawing on accurate and up-to-date data. The future development of Minority Intern Programs will involve Black educational institutions and as we begin to expand these programs we will increasingly require more information on your institution.

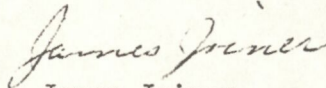
I would very much appreciate your help in obtaining for this office information on the following aspects of your school.

1. Academic programs offered.
2. Number of degrees conferred (undergraduate and graduate) by discipline during the last academic year.
3. Nature and number of projects in U.S. or overseas developmental activities funded by USAID, foundation or other sources.
4. The level of interest among faculty and administrators in working with government agencies in overseas projects.
5. Geographical and academic areas of interest of your institution if the opportunity to work with a joint Peace Corps project were available.

6. Special areas of expertise in the areas of education, health, agriculture, language arts that might have application to the developmental programs of countries overseas.
7. General background information on your school and the names and telephone numbers of the person(s) that we should consider as the primary contact in future dealings.

Aside from these seven points, of course, we would be most interested to know of your own viewpoints and recommendations to us. The information you send us will be retained in our Resource File and as opportunities for new Minority Intern Programs develop in the months ahead we will refer to it as we review and compare overseas needs with the resources of Black colleges and universities.

Sincerely,



James Joiner
Minority Intern Programs Coordinator

P.S. I was on your campus June 11th. I am sorry I did not get a chance to meet with you. Dean T.C. Williams will be able to fill you in on our meeting.

June 3, 1971

Dr. T. R. Solomon
Dean of Students
Campus

Dear Dr, Solomon:

Returned with this letter is the copy of the 1970-71 Student Handbook, forwarded to me for reading and comments.

The Handbook was read in its entirety; special reading was given to the first three chapters.

On the front cover are indicated the pages on which corrections and possible corrections are needed. Within the next two weeks policies are to be proposed, which if approved will negate some of those in the Handbook.

Yours truly,

G. R. Ragland, Director
Records and Reports

GRR/elg

cc; Dr. Alvin I. Thomas

June 19, 1971

Dr. G. R. Ragland, Director
Records and Reports
Campus

Dear Dr. Ragland:

Enclosed is the latest information on the LEEP Program.

Please review this material and advise me of what action
we should take for Prairie View A. and M. College.

May I hear from you within a week.

Very truly yours,

Alvin I. Thomas
President

AIT/mfa

Enclosure

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 24, 1971

Department of
SOCIOLOGY AND SOCIAL SERVICE



Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Dear Dr. Thomas:

Enclosed are copies of letters to Dr. Alvin J. McNeil and Dr. W. W. Clem relative to plans for recommending the employment of Mrs. Jimmie P. Poindexter as a replacement for Mr. Jewel Tatum.

Yours truly,

G. R. Ragland, Head
Department of Sociology

GRR/elg

Enclosure

June 24, 1971

Dr. W. W. Clem, Dean
School of Arts and Sciences
Campus

Re: POINDEXTER, Jimmie P. (Mrs.)

Dear Dr. Clem:

As a replacement for Mr. Jewel Tatum, consideration is being given to Mrs. Jimmie P. Poindexter. Mrs. Poindexter, the daughter of The Reverend and Mrs. Lee C. Phillips of Prairie View, Texas, has the Master of Social Work Degree and has had approximately thirteen years of social work experiences.

In an informal conference with Dr. Alvin I. Thomas, authorization was given to enter into discussion with Mrs. Poindexter. As soon as her folder is complete, Mrs. Poindexter will be recommended to you for employment, effective with the 1971 Fall Semester.

Yours truly,

G. R. Ragland, Head
Department of Sociology

GRR/elg

cc: Dr. Alvin I. Thomas
Dr. Alvin J. McNeil

June 24, 1971

Mr. H. D. Murdock, Business Manager
Prairie View A&M College
Campus

Dear Mr. Murdock:

The 1971-72 Guidelines for the Law Enforcement Education Program have been received. Chapter II, Part A, Section 3 carries the following statement under the heading, Concurrent Federal Assistance:

EITHER LEEP GRANTS OR LOANS ARE ELIGIBLE AS MATCHING
FUNDS FOR EDUCATIONAL OPPORTUNITY GRANTS AUTHORIZED BY
THE HIGHER EDUCATION ACT OF 1965 (P.L. 89-329) AND
ADMINISTERED BY THE U.S. OFFICE OF EDUCATION.

Yours truly,

G. R. Ragland, Head
Department of Sociology

GRG/elg

cc: Dr. Alvin I. Thomas

June 24, 1971

Mr. A. D. James, Director
Student Financial Aids
Campus

Dear Mr. James:

The 1971-72 Guidelines for the Law Enforcement Education Program have been received. Chapter II, Part A, Section 3 carries the following statement under the heading, Concurrent Federal Assistance:

EITHER IEEP GRANTS OR LOANS ARE ELIGIBLE AS MATCHING
FUNDS FOR EDUCATIONAL OPPORTUNITY GRANTS AUTHORIZED BY
THE HIGHER EDUCATION ACT OF 1965 (P. L. 89-329) AND
ADMINISTERED BY THE U.S. OFFICE OF EDUCATION.

Yours truly,

G. R. Ragland, Head
Department of Sociology

GRR/elg

cc: Dr. Alvin I. Thomas

June 24, 1971

Dr. T. R. Solomon
Dean of Students
Campus

Dear Dr. Solomon:

The 1971-72 Guidelines for the Law Enforcement Education Program have been received. Chapter II, Part A, Section 3 carries the following statement under the heading, Concurrent Federal Assistance:

EITHER LEEP GRANTS OR LOANS ARE ELIGIBLE AS MATCHING
FUNDS FOR EDUCATIONAL OPPORTUNITY GRANTS AUTHORIZED BY
THE HIGHER EDUCATION ACT OF 1965 (P.L. 89-329) AND
ADMINISTERED BY THE U.S. OFFICE OF EDUCATION.

Yours truly,

G. R. Ragland, Head
Department of Sociology

GRR/elg

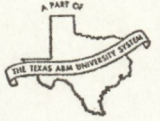
cc: Dr. Alvin I. Thomas

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 18, 1971

Office of
INSTITUTIONAL RESEARCH



Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Re: President's memorandum to the Deans and Department Heads
Regarding 1972-1973 College Catalogue Copy

Dear Dr. Thomas:

Please be assured that I am deeply appreciative for your memorandum to Deans and Department Heads regarding submitting copy for the 1971-72 Catalogue.

Three representatives of Schools and Department Heads contacted me today; I feel somewhat certain that the contacts were prompted by your communication.

This year catalogue copy from the Department Heads in the School of Arts and Sciences is to be submitted to the Dean of the School. All School Deans are to submit their material to the Dean of the College who is to submit the materials to the Catalogue Committee.

Dr. Alvin J. McNeil was asked, by letter, to inform each School Dean as to the date the material was due in his office in order that the copy could be in the hands of the Catalogue Committee by September 1.

Yours truly,

G. R. Ragland, Director
Records and Reports

GRR/elg

June 21, 1971

Mr. C. A. Thomas, Registrar
Prairie View A&M College
Campus

Dear Mr. Thomas:

On Friday of last week, while attempting to get a transcript for Miss Alveretta Mosley, one of our students, mailed to the Moody Foundation, it was clearly demonstrated that the procedure for getting folders of admitted students to the Registrar's Office is in serious need of improvement. Mrs. Evelyn Jones showed me a list of eighty-eight (88) names of persons for whom she said she has not received folders from the Admission Office. In addition, she stated that she has not received from Dr. J. L. Brown folders from persons enrolled last school year in one of the Extension Centers. Some of these persons have requested transcripts and the requests "can" not be filled.

I have not discussed the situation with Dr. Stafford nor Dr. Brown, but am asking that the situation be called to my official attention, by you, so that a conference can be called to seek solutions.

I made three trips between the Admissions Office and the Registrar's Office in attempting to get the necessary information for mailing Miss Mosley's transcript. In the process it could not be pinned-down as to what person asked what person for what and on what date the "what" was asked for.

Much of the confusion, will be eliminated if written communications to the Directors of the Offices replace word-of-mouth communications between clerical staff. I feel that both Dr. Stafford and Dr. Brown will respond favorably if a written request is made. In this connection, I need to be informed why folders are being requested from Dr. Brown rather than the Admissions Office. It is my understanding that all students are admitted to the College by the Director of Admissions.

Prior to June 25, please write Dr. Stafford and Dr. Brown (if necessary) giving the names of persons for whom folders are needed. Please send me a copy of the

(continued)

June 21, 1971

Mr. C. A. Thomas, Registrar

Page 2

list or lists, and within a few days inform me as to the progress made in securing the folders.

Yours truly,

G. R. Ragland, Head
Institutional Research

GRR/elg

cc: Dr. G. Stafford
Dr. J. L. Brown

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE
Prairie View, Texas

June 16, 1971

Office of
Records and Reports

The following are excerpts from either House Bill 43 passed by the 1972 Legislature of the State of Texas, or from A Report of June 8, 1971 Conference at Austin, Texas on the new tuition bill.

RESIDENT TUITION (Non-Nursing Students)

Tuition for resident students, except as otherwise hereinafter provided, is Four Dollars (\$4) per semester credit hour, but the total of such charges shall not be less than Fifty Dollars (\$50) per semester. (H.B. 43)

...any resident student taking twelve (12) semester credit hours or less must pay the \$50 tuition fee. (Report)

NONRESIDENT TUITION (Non-Nursing Students)

Tuition for nonresident students, except as otherwise hereinafter provided is Forty Dollars (\$40) per semester credit hour. (H.B. 43)

Any nonresident student who is enrolled for the spring semester of 1971 in an institution covered by subsection (a) of this section may continue to enroll at the same institution at the same tuition rate that was effective at the time of his original enrollment until one of the following conditions first occurs:

1. He receives the degree at the degree level (i.e., the baccalaureate, master's, or doctoral degree) toward which he is working during the spring semester of 1971; or
2. He voluntarily withdraws from the institution or the institution involuntarily withdraws the students for disciplinary reasons or for failing to meet the academic standards of the institution; or
3. The termination of the Spring semester of 1975. (Report)

TUITION FOR ALIENS (Non- Nursing Students)

Tuition for students who are citizens of any country other than the United States of America is Fourteen Dollars (\$14) per semester credit hour, but the total of such charge shall be not less than Two Hundred Dollars (\$200). (H. B. 43)

TUITION FOR NURSING STUDENTS

Tuition for students registered in a school of nursing as a nursing student is Fifty Dollars (\$50) per semester and per twelve (12) week summer session. (H.B. 43)

...The \$50 tuition fee for nursing students applies to residents, nonresidents, and aliens. (Report)

NONRESIDENT STUDENTS RECEIVING SCHOLARSHIPS

A nonresident student holding a competitive scholarship of at, least Two Hundred Dollars (\$200) for the academic year or summer for which he is enrolled is entitled to pay the fees and charges required of Texas residents without regard to the length of time he has resided in Texas, provided that he must compete with other students, including Texas residents, for the scholarship and that the scholarship must be awarded by a scholarship committee officially recognized by the administration of the institution of higher education

TUITION FOR EMPLOYEES

A teaching assistant, research assistant, or other student employee of any institution covered by subsection (a) of this section is entitled to register himself, his spouse, and their children in a state institution of higher education by paying the tuition fees and other fees or charges required for Texas residents, without regard to the length of time he has resided in Texas; provided that said student employee is employed at least one-half time in a position which relates to his degree program under rules and regulations established by the employer institution. This exemption shall continue for students employed two consecutive semesters through the summer session following such employment if the institution is unable to provide employment and, as determined under standards established by the institution, if the employee has satisfactory completed his employment.

MAILING SCHEDULE RELATIVE TO SEPTEMBER ADMISSIONS

DATE	ITEM(S) TO BE MAILED	TO BE MAILED TO PROSPECTIVE STUDENT	PARENT OF PROSPECT	MAILED BY:	MAILED FROM:
6/23	Congratulatory Letter To All Admitted Students and to Their Parents	X	X	Council of Deans	Central Mailing Service
6/23	Letter to Admitted Students who have not declared Their Majors	X	X	Council of Deans	Central Mailing Service
6/23	Letter to Each student whose admission is Pending	X		Dean of the College	Dean's Office
6/23	Congratulatory Letter to Student admitted and who has Selected a Major	X		Dean of School	School Dean's Office
6/22	Letter Informing Student the Deadline For Completing Application for Financial Aid	X		Dean of the College	Dean's Office
7/1	Permit to Pay Fees	X		Registrar	Registrar's Office
7/1	College Catalogue to Students in All Categories	X		Office of Information	Office of Information
7/15	Panther & Schedule of 1971-72 Activities	X		Office of Information	Office of Information

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE
Prairie View, Texas

June 16, 1971

Office of
Records and Reports

Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Re: Second Term 1971 Summer Session

Dear Dr. Thomas:

Mr. H. D. Murdock feels that from the standpoint of fiscal arrangement, the sounder course of action would be to extend the second term of the present summer session into the sixth week.

It is my feeling that if one class session and final examinations are held in the sixth week, the College will be exposed to no or minimal criticism.

Thus, to you, is recommended that the following be accepted for the sixth week of the second term:

Monday, August 16th:	Class meet at regular time
Tuesday, August 17th:	Summer Commencement
Tuesday, August 17th:	Final Examinations
Wednesday, August 18th:	Final Examinations
Saturday, August 21st:	Close of Summer Session

Yours truly,

G. R. Ragland, Director
Records and Reports

GRR/elg

cc: Mr. H. D. Murdock

FIRST SEMESTER UNDERGRADUATE ENROLLMENT BY CLASSIFICATION

<u>ACADEMIC YEAR</u>	<u>FRESHMAN</u>	<u>SOPHOMORE</u>	<u>JUNIOR</u>	<u>SENIOR</u>	<u>TRANSFER</u>	<u>TOTAL</u>
1965-66	1,218 (910)*	531	420	710	109	2,988
1966-67	1,489 (1,058)*	631	406	700	160	3,386
1967-68	1,632 (1,249)*	716	488	624	79	3,539
1968-69	1,298 (948)*	905	636	683	46	3,568
1969-70	1,696 (761)*	669	621	588	86	3,660
1970-71	1,170 (794)*	908	609	837	114	3,638

* First-time in College Enrollment

NUMBER OF UNDERGRADUATE DEGREES A RDED, JANUARY-AUGUST

<u>PERIOD</u>	<u>NUMBER</u>
1965-66	408
1966-67	427
1967-68	393
1968-69	504
1969-70	575
1970-71	553 (395 Actual; 158 Estimated for August)

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE
Prairie View, Texas 77445

TO: Dr. A. I. Thomas, President

FROM: Director of Admissions

SUBJECT: September 1971 Admissions Analysis by Academic Areas
and Sex Based on June 18, 1971 Print Out

DATE: June 21, 1971

SEPTEMBER 1971 ADMISSIONS ANALYSIS

Week	1967	1968	1969	1970	1971	1970
1st Week May	*	*	*	566	466	-18%
2nd Week May	*	*	*	575	499	-13%
3rd Week May	*	*	*	585	533	-9%
4th Week May	*	*	*	664	524	-21%
5th Week May	*	*	*	690	526	-24%
1st Week June	*	*	*	711	719	+1%
2nd Week June	*	*	*	711	843	+19%
3rd Week June	*	*	*	811	954	+18%
4th Week June	*	*	*	894		
1st Week July	526	353	835	984		
2nd Week July	689	491	849	1003		
3rd Week July	760	557	889	1081		
4th Week July	872	682	949	1136		
1st Week August	879	682	965	1203		
2nd Week August	996	1085	1087	1242		
3rd Week August	1010	1242	1143			
4th Week August	1288	1417	1311			
1st Week Sept.	1370	1479	1390			
2nd Week Sept.	1440	1607	1465			
3rd Week Sept.		1903				

September 1971 Admissions Analysis

Page 2

June 21, 1971

TOTAL CONTACTS

School	Unde- cided		Agri.		Arts &Sci.		Engn.		Home Econ.		Ind. Ed.		Nurs ing		TOTAL	
Sex	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M
3/22/71	537	680	0	8	54	51	0	6	4	0	0	5	27	2	622	752
4/5/71	590	773	2	6	56	55	1	6	5	0	0	7	29	2	683	849
4/19/71	674	922	2	8	81	92	2	8	6	0	0	9	42	2	807	1021
4/26/71	654	890	2	9	81	74	1	9	6	0	1	20	42	2	787	1004
5/10/71	622	910	2	13	123	102	2	19	9	0	2	24	46	2	846	1070
5/17/71	552	861	5	13	338	183	3	31	29	0	4	41	69	2	890	1136
5/24/71	587	908	5	15	233	184	3	32	30	0	4	44	71	7	933	1190
5/31/71	587	908	5	15	233	184	3	32	30	0	4	44	71	7	933	1190
6/7/71	632	984	6	18	456	198	4	36	32	0	4	48	72	7	933	1190
6/14/71	650	1024	6	24	261	206	6	45	40	0	6	61	83	5	1052	1365
6/21/71	697	1075	6	25	269	217	6	46	41	0	6	66	84	6	1099	1426
TOTAL	1772		31		486		52		41		72		90		2525	
6/22/70	586	778	5	26	315	281	7	88	43	2	2	70	88	6	1046	1261
Comp 1970	1364		31		596		95		45		72		94		2307	
Per Cent Diff.	+30		same		-18		-45		-9		same		-4		+9	

Grand Total Contacts, June 21, 1971 2525Grand Total Contacts, June 22, 1970 2307Difference: Number 218 Percentage +9

TOTAL ADMITTED

School	Unde- cided		Agri.		Arts &Sci.		Engn.		Home Econ.		Ind. Ed.		Nurs ing		TOTAL	
Sex	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M
3/22/71	134	100	0	1	17	17	0	2	1	0	0	3	4	0	156	123
4/5/71	169	142	0	2	20	21	3	2	2	0	0	5	8	0	203	172
4/19/71	177	154	0	2	21	21	4	2	3	0	0	7	10	0	215	186
4/26/71	172	148	0	2	20	21	3	2	3	0	0	5	9	0	207	178
5/3/71	205	191	0	2	22	22	3	2	3	0	0	5	11	0	244	222
5/10/71	178	173	0	4	57	46	2	14	6	0	0	7	12	0	244	255
5/17/71	100	136	1	5	114	89	2	19	18	0	2	11	25	3	262	273
5/24/71	98	132	1	5	114	87	2	19	18	0	2	18	25	3	260	264
5/31/71	98	132	1	5	114	87	2	19	18	0	2	18	25	3	260	264
6/7/71	150	205	1	10	152	104	2	24	20	0	2	21	27	3	254	367
6/14/71	197	244	1	12	156	111	3	25	24	0	3	31	33	3	417	426
6/21/71	235	286	1	12	163	119	3	28	28	0	3	33	38	3	479	475
TOTAL	521		13		282		31		28		36		41		954	
6/22/70	145	139	0	17	217	170	9	53	35	2	2	47	59	1	461	433
Comp 1970	284		17		387		62		37		49		60		894	
Per Cent Diff.	+83		-50		-27		-50		-24		-26		-32		+68	

Grand Total Admitted, June 21, 1971 954Grand Total Admitted, June 22, 1970 894Difference: Number 60 Percentage +68

September 1971 Admissions Analysis

Page 3

June 21, 1971

School	TOTAL PENDING															
	Unde- cided		Agri.		Arts &Sci.		Engn.		Home Econ.		Ind. Ed.		Nurs- ing		TOTAL	
Sex	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M
3/22/71	405	570	8	7	88	88	0	4	3	0	0	2	23	2	466	629
4/5/71	421	631	2	4	36	24	0	4	2	0	0	2	21	2	482	835
4/19/71	497	768	2	6	60	51	0	6	6	3	0	0	32	2	582	826
4/26/71	482	742	2	7	61	53	0	7	3	0	1	15	33	2	584	826
5/3/71	486	738	2	7	60	56	0	8	3	0	1	15	33	2	555	855
5/10/71	484	739	2	9	66	56	0	5	3	0	2	17	34	2	582	826
5/17/71	452	725	4	8	114	94	1	12	11	0	2	24	44	4	628	867
5/24/71	489	776	4	10	119	97	1	13	12	0	2	26	46	4	673	926
5/31/71	489	776	4	10	119	97	1	13	12	0	2	26	46	4	673	926
6/7/71	453	812	5	12	117	100	1	16	14	0	2	30	47	4	686	974
6/14/71	453	780	5	12	105	95	3	20	16	0	3	30	50	2	635	939
6/21/71	462	789	5	13	106	98	3	18	13	0	3	33	46	3	638	954
TOTAL	1251		18		204		21		13		36		49		1692	
6/22/70	145	139	0	17	217	170	9	53	35	2	2	47	59	1	461	433
Comp 1970	284		17		387		62		37		49		60		894	
Per Cent Diff.	+340		+6		-47		-66		-65		-26		-18		+89	

Grand Total Pending, June 21, 1971 1692

Grand Total Pending, June 22, 1970 894

Difference: Number 798 Percentage +89

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

Prairie View, Texas

June 21, 1971

EXECUTIVE CABINET AGENDA

1. Minutes of June 7, 1971
2. Commendations
3. Recruitment
4. Admissions
5. Policies to be Adopted
 - A. Gift Materials for W. R. Banks Library
6. 1970-71 School Year
 - A. Status of Library
 - B. Summer School
 - (1) Closing Dates of Second Term
7. 1971-72 School Year
 - A. Orientation Session
 - (1) Support Staff
 - (2) Mid-Management
 - (3) Faculty
 - (4) New Students
 - B. Innovative Programs
 - (1) Advanced Placement
 - (2) Honors Programs
 - C. Publications
 - (1) Fall Time Schedule of Classes
 - (2) Catalog
 - (3) Master Schedule
 - (4) Administrative Calendar
8. Other
9. Announcements

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 29, 1971



Department of
Sociology and Social Service

Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Dear Dr. Thomas:

The attached is the result of conversations with Mr. H. D. Murdock and Mr. C. A. Thomas, regarding the prepayment, and payment during registration, of fees, effective, August, 1971.

Three alternatives are presented in descending order from the best down to one that is workable, but not most desirable.

Your approval of one of the alternatives will enable us to take the steps necessary to mail Fee Permits and instructions to students.

Yours truly,

G. R. Ragland, Director
Records and Reports

GRR/elg

Attachment

cc: Mr. H. D. Murdock
Mr. C. A. Thomas

POLICY FOR PAYMENT OF FEES, EFFECTIVE AUGUST, 1971

ALTERNATIVE ONE

PREPAYMENT

- A. Residence Hall Deposit (\$25.00) may be paid through mail or at the Fiscal Office.
- B. All other fees and the ten dollar (\$10.00) property deposit will be paid during the course of registration, immediately prior to turning in registration materials at the Final Checker's Table.

ABSENCE OF PREPAYMENT

All fees and deposits will be paid during the course of registration, immediately prior to turning in registration materials at the Final Checker's Table.

STRENGTHS:

- 1. As more than 70% of our students, in the past few years, have neither prepaid the entrance fee, nor the residence hall deposit and room rent, a payment of twenty-five dollars (\$25.00) is a more reasonable requirement.
- 2. Fiscal accounting procedures are simplified as the entrance payment does not combine fees with deposits, which require different methods of handling.
- 3. Increases the possibility of making a correct assessment of residence hall room rent. (Housing representatives will, at the registration center verify housing accommodations.)
- 4. Makes possible a correct assessment of tuition, laboratory, and music fees at the time of registration.
- 5. Reduces the number of offices to which the student must go to complete registration.
- 6. Reduces the number of lines in which the student has to stand to complete registration.

ALTERNATIVE TWO

PREPAYMENT

- A. Residence Hall Deposit and Room Rent may be paid through mail or at the Fiscal Office.
- B. All other fees and the ten dollar (\$10.00) property deposit will be paid during the course of registration, immediately prior to turning in registration materials at the Final Checker's Table.

ABSENCE OF PREPAYMENT

All fees will be paid during the course of registration, immediately prior to turning in registration materials at the Final Checker's Table. Room deposit and property deposit will also be paid at this time.

STRENGTHS:

1. Makes possible a correct assessment of tuition, laboratory, and music fees at the time of registration.
2. Reduces the number of office to which the student must go to complete registration.
3. Reduces the number of lines in which the student has to stand to complete registration.

WEAKNESSES:

1. In the past few years, more than 70% of the students have prepaid neither the Residence Hall Deposit nor the room rent.
2. Does not provide the strongest check and balance between assessment and payment of room rent, and the residence hall in which the person is to reside.

ALTERNATIVE THREE

PREPAYMENT

- A. Deposits and fees other than tuition, laboratory, and music may be paid through mail or at the Fiscal Office.
- B. All fees related to tuition, laboratory, and music will be paid during the course of registration, immediately prior to turning in materials at the Final Checker's Table.

ABSENCE OF PREPAYMENT

All deposits and fees will be paid during the course of registration, immediately prior to turning in registration at the Final Checker's Table.

STRENGTHS:

- 1. At registration it will be necessary to assess and collect only fees related to tuition, laboratory fees, and music fees.
- 2. Reduces the number of offices to which the student must go to complete registration.
- 3. Reduces the number of lines in which the student must stand to complete registration.

WEAKNESSES:

- 1. The experiences over the last few years indicate that fewer than thirty percent (30%) of the students will be able to follow this procedure as regards to prepayment.
- 2. Does not provide the strongest check and balance between assessment and collection of fees, and the residence hall in which the person is to reside.

June 15, 1971

Dr. G. R. Ragland, Director
Records and Reports
Campus

Dear Dr. Ragland:

I have your memorandum to the Dean and Department Heads concerning the 1972-1973 catalog.

I am circulating a memorandum supporting your efforts for getting this material to the printer by September 1, 1971.

I did not see the date that you asked for this material to be furnished to you office. If a date has not been suggested, may I encourage you to set a deadline so that the Deans and Department Heads will have a definite target to which they are moving.

Congratulations on this fine effort.

Very truly yours,

Alvin I. Thomas
President

AIT/maw

June 10, 1971

Dr. W. W. Clem, Dean
School of Arts and Sciences
Campus

Re: 1972-73 Catalogue

Dear Dr. Clem:

Enclosed is a copy of the memorandum mailed to academic deans and department heads regarding the 1972-73 catalogue.

It is to be noted that your department heads are to submit their copy to you.

It will be appreciated if you will inform the department heads as to the date the material is to be submitted to your office, so that it can be transmitted to me by September 1.

Yours truly,

G. R. Ragland, Head
Institutional Research

GRR/elg

cc: Dr. Alvin I. Thomas
Enclosure

June 10, 1971

Dr. Alvin J. McNeil
Dean of the College
Campus

RE: 1972-73 Catalogue

Dear Dr. McNeil:

Enclosed is a copy of the memorandum mailed to academic deans and department heads regarding the 1972-73 catalogue.

It is to be noted that each School Dean is asked to submit the copy to you.

It will be appreciated if you will inform the School Deans as to the date the material is to be submitted to your office, so that it can be transmitted to me by September 1.

Yours truly,

G. R. Ragland, Head
Institutional Research

GRR/elg

cc: Dr. Alvin I. Thomas
Enclosure

June 10, 1971

TO: ACADEMIC DEANS AND DEPARTMENT HEADS
FROM: G. R. RAGLAND, DIRECTOR, RECORDS AND REPORTS
RE: 1972-1973 PRAIRIE VIEW A&M COLLEGE CATALOGUE

The 1971-72 College Catalogue has been received from the printer, and it is now time to prepare the copy for next year's catalogue so that it can be delivered for printing by September 1.

The format used in the 1971-72 Catalogue is being retained for the next edition.

In order for new courses and/or programs to appear in the next edition, it is necessary that appropriate approval be received.

In preparing your copy, please observe the following:

1. On 8½" x 11" paper, paste, tape, or staple copy from the 1971-72 Catalogue that is to be repeated in the next edition.
2. If minor corrections are needed, make the corrections on the copy (1 above).
3. If major changes are being made, the changes are to be typed and inserted at the appropriate place (s).
4. Furnish with your copy photographs you would like to appear in your section of the catalogue. Photographs are to focus on student activity in learning situations.
5. Two sets of copy are to be submitted.
6. DEPARTMENT HEADS IN THE SCHOOL OF ARTS AND SCIENCES ARE TO SUBMIT THEIR COPY TO THE DEAN OF ARTS AND SCIENCES.

SCHOOL DEANS ARE TO SUBMIT THEIR COPY TO THE DEAN OF THE COLLEGE

cc: Dr. Alvin I. Thomas

June 17, 1971

Dr. G. R. Ragland, Director
Records and Reports
Campus

Dear Dr. Ragland:

Enclosed is a questionnaire from Mr. Walter Brown concerning black and non-black enrollment here at Prairie View A. and M. College.

Please execute a draft of this questionnaire and bring it to my attention for review.

Your usual prompt attention to this matter will be appreciated.

Very truly yours,

Alvin I. Thomas
President

AIT/maw

Enclosure

June 21, 1971

Dr. G. R. Ragland, Director
Records and Reports
Campus

Dear Dr. Ragland:

A few weeks ago you wrote me concerning the air condition
in the new small classroom building.

I shall be pleased if you would keep me advised concerning
whether or not this equipment is functioning properly.

With kindest regards, I am

Very truly yours,

Alvin I. Thomas
President

AIT/maw

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 3, 1971



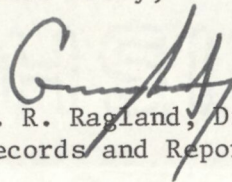
Office of
INSTITUTIONAL RESEARCH

Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Dear Dr. Thomas:

The cooling unit in the new small classroom building has been inoperative for approximately three weeks. Attached is a copy of a letter calling this to the attention of Mr. C. L. Wilson. I talked to Mr. Wilson after the letter was written and he said that he had not been informed, but would see that the matter was attended to. As the building is new, I felt you would want the matter called to your attention.

Yours truly,


G. R. Ragland, Director
Records and Reports

GRR/elg

Attachment

June 3, 1971

Mr. C. L. Wilson, Vice President
Physical Plant and Engineering
Prairie View A&M College
Prairie View, Texas

Dear Mr. Wilson:

Until this morning, I did not realize that there was a possibility that you had not been directly informed that the air conditioning system in the small classroom building has been inoperative for a period of approximately three weeks. I thought you would appreciate the matter being called to your attention.

Yours truly,

G. R. RAGLAND, Head
Department of Sociology

GRR/elg

cc: Dr. Alvin I. Thomas

June 15, 1971

Dr. G. R. Ragland, Director
Records and Reports
Campus

Dear Dr. Ragland:

I have just reviewed the 1971-72 catalog. I wish to commend you on a very fine job.

I have not had an opportunity to study the material in detail, however; the catalog gives a fine appearance and the photographs are well selected and placed. The document makes an excellent presentation for the College.

I am very pleased that the catalog was available prior to the time freshman students enrolled in September.

My sincere appreciation to you for a job well done. Please convey the sentiments of this letter to all members of the catalog committee who worked with you.

Very truly yours,

Alvin I. Thomas
President

AIT/maw

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE
Prairie View, Texas

June 14, 1971

Office of
Records and Reports

Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Dear Dr. Thomas:

The Committee to study the feasibility of scheduling the Second Term of the 1971 Summer Session for a period of five weeks submits the following for consideration.

1. Each class will meet Monday through Friday, for five weeks, at the time designated in the official schedule.
2. Each class will meet for an extra class period, once each week for five weeks according to the schedule below, except that if no student in a class that meets between the hours of 7:00 a.m. and 1:00 p.m. has a class scheduled for 1:00 p.m., the extra session may be scheduled for 1:00 p.m. on the day designated below.

7:00 a.m. classes will hold extra sessions at 2:30 p.m. on Mondays
8:30 a.m. classes will hold extra sessions at 2:30 p.m. on Tuesdays
10:00 a.m. classes will hold extra sessions at 2:30 p.m. on Wednesdays
11:30 a.m. classes will hold extra sessions at 2:30 p.m. on Thursdays
1:00 p.m. classes will hold extra sessions at 2:30 p.m. on Fridays

Yours truly,

G. R. Ragland, Chairman

Dr. Alvin J. McNeill
Dr. Ivory Nelson

GRR/elg

June 24, 1971

Dr. Alvin J. McNeil
Dean of The College
Campus

Dear Dr. McNeil:

Fourth Class Day Reports were due on June 16 and 17. Today, JUNE 24, complete Fourth Class Day Reports were submitted by the following persons:

Davis, Hulen (Political Science)
Jones, Judith (Education)
Sheeley, H. (Engineering) (Small Class)
Summers, Ruby (Education)

Received in TODAY'S mail from Mrs. Ruby Summers was the Class Distribution Card, but no class roll.

Although Class Rolls are related materials for making the Report were distributed to Deans and Department Heads, reports have not been made for the following courses. We do not know whether the classes have been discontinued or if they are being offered; if the classes are being offered we do not know what teachers are in charge of the courses.

Education

Admn. 633 (Sec. 1)
Educ. 313 (Sec. 2)
Educ. 333 (Sec. 1)
Educ. 683 (Sec. 1)
Educ. 483 (Sec. 1)
Guid. 543 (Sec. 1)
Guid. 683 (Sec. 1)
Psy . 123 (Sec. 1)

History

Hist 563 (Sec. 1)
Hist 633 (Sec. 1)

Engineering

Arch 462 (Sec. 1)
M E 313 (Sec. 1)

Home Economics

H E 203 (Sec. 1)
H E 283 (Sec. 1)

Nursing (Concepts of Health)

Nurs 111 (Sec. 3)

Yours truly,

G. R. Ragland, Director
Records and Reports

GRR/elg

cc: Dr. Alvin I. Thomas

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 15, 1971



Office of
INSTITUTIONAL RESEARCH

Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Re: Second Term 1971 Summer Session

Dear Dr. Thomas:

Mr. H. D. Murdock feels that from the standpoint of fiscal arrangement, the sounder course of action would be to extend the second term of the present summer session into the sixth week.

It is my feeling that if one class session and final examinations are held in the sixth week, the College will be exposed to no or minimal criticism.

Thus, to you, is recommended that the following be accepted for the sixth week of the second term:

Monday, August 16th: Class meet at regular time
Monday, August 16th: Summer Commencement
Tuesday, August 17th: Final Examinations
Wednesday, August 18th: Final Examinations
Saturday, August 21: Close of Summer Session

Yours truly,

G. R. Ragland, Director
Records and Reports

GRR/elg

cc: Mr. H. D. Murdock

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 1, 1971

Office of
INSTITUTIONAL RESEARCH



Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Dear Dr. Thomas:

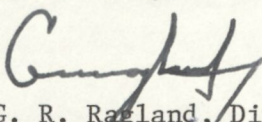
The College has incorporated the grades of "P" and "U" into its grading symbols; however, I am not aware of a policy activating the Pass-Fail principle.

This letter is to ask approval to submit, for ratification, to either the Executive Cabinet or to the Committee on Educational Policies, the following:

A student may, each semester, enroll for not more than one course on a Pass-Fail basis, except that the Pass-Fail Option may not be exercised in the student's major nor minor field. A student exercising the Pass-Fail Option must indicate such at the time of registration, and the choice is not subject to change.

A course in which the Pass-Fail Option is exercised is not considered in the computation of the grade point average.

Yours truly,


G. R. Ragland, Director
Records and Reports

GRR/elg

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 1, 1971

Office of
INSTITUTIONAL RESEARCH



Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Dear Dr. Thomas:

Existing Catalogue Policy makes it possible for one to graduate with honors even though he has never been on a semester's honor roll.

This is possible as:

1. A student with a grade below "C" in any course does not qualify for the College honor roll.
2. A student may qualify for graduation with honors provided he has no grade of "D" or lower.

This letter is to ask approval to submit for ratification, to either the Executive Cabinet or to the Committee on Educational Policies, the following policy for eligibility for the semester honor roll:

To qualify for the honor roll a student must have carried a semester hour load of at least 15 hours and made a grade point average of 3.0 or higher and no grade below "D" in any course.

Yours truly,

G. R. Ragland, Director
Records and Reports

GRR/elg

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 2, 1971

Office of
INSTITUTIONAL RESEARCH



Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Dear Dr. Thomas:

Practice, if not policy, is that in computing grade point averages for Graduation with Honors, grades for the final semester or summer term are not included in the computation.

This letter is to ask approval to submit, for ratification to either the Executive Cabinet or to the Committee on Educational Policies, the following proposal:

Graduation with Honors shall be based upon the average of all grades made by a student on the courses taken at Prairie View A&M College. A student who has attended another college may qualify for Honors if the following conditions are met: (1) At least 30 of his last 36 hours are completed at this College; (2) all work attempted here meets our standards for Honors; and (3) all work ~~done~~ elsewhere meets the standards required at this College for the appropriate category for Honors.

Yours truly,

G. R. Ragland, Director
Records and Reports

GRR/elg

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 2, 1971

Office of
INSTITUTIONAL RESEARCH



Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Dear Dr. Thomas:

Approval is asked to submit, for ratification, to either the Executive Cabinet or to the Committee on Educational Policies, the following proposal; the proposal modifies the present policy of requiring for admission to the College one unit of algebra and one unit of plane geometry.

Of the fifteen units acceptable for admission from high school, eight are distributed as follows:

English-----	3 Units
Mathematics-----	2 Units
History and Civics-----	2 Units
Natural Science-----	1 Unit

The seven elective units may be earned in any subject or subjects accredited by the Department of Education of the State in which the high school is located, provided that the total number of required and elective units together in any one subject shall not exceed four units.

Yours truly,

G. R. Ragland, Director
Records and Reports

GRR/elg

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 2, 1971

Office of
INSTITUTIONAL RESEARCH



Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

RE: Uniform System For Computing Grade Point Average

Dear Dr. Thomas:

The College utilizes two practices for computing grade point averages. This letter is for the purpose of asking you to approve of a single practice.

For graduation purposes and for measuring progress toward graduation, the GPA, is computed so as to consider the last time a course is taken.

For all other purposes the GPA is computed on the basis of hours attempted. The hours attempted procedure does not take into consideration that a student has passed courses which he previously failed. Consequently, a student who has repeated a course or courses, with success, has a higher cumulative GPA than the one that appears on his grade slip.

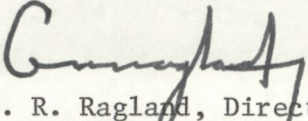
The GPA appearing on the grade slip is the one that is used in applying academic probation policies. Thus there are students who have averages of "C" under one practice, but who have lower averages under another practice.

As graduation of the student is a major objective of the College it is suggested that the method of computing the GPA for graduation, be the method used in other areas of the College.

The following is the statement of the Proposal:

Grade point averages are computed on the bases of hours attempted and hours earned, except that the hours and grade points earned the last time a course is taken are the ones included in the computation.

Yours truly,


G. R. Ragland, Director
Records and Reports

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

May 9, 1971



Office of
INSTITUTIONAL RESEARCH

Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Re: Required Physical Education Courses For All Students

Dear Dr. Thomas:

Traditionally four courses Physical Education 111, 121, 211, and 221, have been the physical education courses required of all students, except that a student with a medical excuse can enroll in Restricted Physical Education.

To broaden the experiences of students permissions is asked to present to the Executive Cabinet or to The Committee on Educational Policies the following proposal:

A student may fulfill the physical education requirement of the College by completing any four hours of courses in the category of Practice Courses.

INTENT OF PROPOSAL:

The proposal will permit students to enroll in such courses as:

- 102 - Elementary Modern Dance
- 132 - Individual Sports
- 142 - Individual Sports
- 202 - Intermediate Modern Dance
- 262 - Folk Dancing
- 312 - Gymnastics
- 322 - Gymnastics
- 381 - Swimming

Yours truly,

G. R. Ragland, Director
Records and Reports

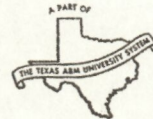
GRR/elg

PRAIRIE VIEW AGRICULTURAL AND MECHANICAL COLLEGE

PRAIRIE VIEW, TEXAS 77445

June 15, 1971

Office of
INSTITUTIONAL RESEARCH



Dr. Alvin I. Thomas, President
Prairie View A&M College
Campus

Dear Dr. Thomas:

Attached is a copy of a letter to Dr. W. W. Clem asking his cooperation in getting photographs from the Arts and Sciences' Department Heads photographs for inclusion in the next edition of the College Catalogue.

Yours truly,

G. R. Ragland, Director
Records and Reports

GRR/elg

Attachment

June 15, 1971

Dr. W. W. Clem, Dean
School of Arts and Sciences
Campus

Dear Dr. Clem:

This is to ask your cooperation in getting from the Department Heads in the School of Arts and Sciences, photographs of "learning situations" for inclusion in the next edition of the College Catalogue.

In spite of written requests and telephone calls, other than the Division of Natural Sciences, the Department of Sociology, and the Army ROTC and Navy ROTC, no other department head responded to the request for photographs. For the Department of Business, Music, and Foreign Languages I was able to secure photographs from the files of the Office of Information.

Although it is not absolutely necessary to have photographs, you may desire that more of your departments be pictorially represented,

Yours truly,

G. R. Ragland, Director
Records and Reports

GRR/elg

cc: Dr. Alvin I. Thomas
Dr. Alvin J. McNeil